



Office of Medicaid  
Policy & Planning

# Medicaid Advisory Committee (MAC)

## *Member Handbook*

# Medicaid Advisory Committee

## *Table of Contents*

❖ <i>Welcome Letter</i>	1
❖ <i>Description of Medicaid Advisory Committee</i>	2
❖ <i>Indiana Code 12-15-33</i>	3-4
❖ <i>Committee Members</i>	5-7
❖ <i>Organizational Charts</i>	8
❖ <i>Summary of State Ethics Rules</i>	9-10
❖ <i>Committee Meeting Dates</i>	11



Eric Holcomb , Governor  
State of Indiana

*Office of Medicaid Policy and Planning*  
MS 07, 402 W. WASHINGTON STREET, ROOM W382  
INDIANAPOLIS, IN 46204-2739

## MEMORANDUM

**To:** Committee Member

**From:** Medicaid Director

**Date:** February 21, 2017

**Subject:** Committee Procedures

Welcome! Below you will find guidelines for Committee procedures regarding scheduling and meeting attendance, agendas, and other useful information as you begin your appointment with the Medicaid Advisory Committee (MAC).

1. Scheduling and Meeting Attendance. Committee meetings are held quarterly. Meeting dates will be discussed and approved during the last meeting of the year. All meeting invites will be sent out at the beginning of each year.
2. Agenda. The agenda for each meeting will be sent out to you the Friday before the meeting. If you do not receive it at least three days prior to the meeting, please call Ms. Zavala and another agenda will be sent.
3. Other Information. Our offices are located at 402 W. Washington Street, Indianapolis, IN. Our regular business hours are 8:00am - 4:30pm., Monday through Friday.
4. You can find additional information regarding the Committee at the Office of Medicaid Policy and Planning website under the Advisory Committees section: <http://www.in.gov/fssa/ompp>

If you have any additional questions or concerns, please feel free to contact Danielle Zavala, MAC Secretary, at 317-234-8946 or [Danielle.Zavala@fssa.in.gov](mailto:Danielle.Zavala@fssa.in.gov)





Eric Holcomb, Governor  
State of Indiana

*Office of Medicaid Policy and Planning*  
MS 07, 402 W. WASHINGTON STREET, ROOM W374  
INDIANAPOLIS, IN 46204-2739

# Medicaid Advisory Committee

## *General Description*

Section 1902 (a) (4) of the Federal Social Security Act (Title XIX) requires that each state establish a Medical Care Advisory Committee which includes government representatives, providers, and consumers. Indiana's Medicaid Advisory Committee (MAC) is established by IC 12-15-33 to be a venue for the public to provide input to the state Medicaid agency on aspects of the program. The MAC provides feedback on the program and proposed policies that ensure the strategies are responsive to concerns.

The MAC consists of thirty-four members, ten appointed by the governor, nineteen appointed by the Medicaid Director, a designee from both the House of Representatives and Senate, the Indiana State Department of Health Commissioner or designee, and the Director of the Division of Mental Health and Addiction or designee.



# Medicaid Advisory Committee

## *Indiana Code 12-15-33*

### Information Maintained by the Office of Code Revision Indiana Legislative Services Agency

#### **IC 12-15-33**

Chapter 33. Medicaid Advisory Committee

#### **IC 12-15-33-1**

##### **Committee defined**

Sec. 1. As used in this chapter, "committee" refers to the Medicaid advisory committee created by this chapter.

*As added by P.L.2-1992, SEC.9.*

#### **IC 12-15-33-2**

##### **Committee created**

Sec. 2. The Medicaid advisory committee is created to act in an advisory capacity to the following:

- (1) The office in the administration of the Medicaid program.
- (2) The children's health policy board established by IC 4-23-27-2 in the board's responsibility to direct policy coordination of children's health programs.

*As added by P.L.2-1992, SEC.9. Amended by P.L.273-1999, SEC.175.*

#### **IC 12-15-33-3**

##### **Membership; appointment**

Sec. 3. The committee shall be appointed as follows:

- (1) One (1) member shall be appointed by the administrator of the office to represent each of the following organizations:

- (A) Indiana Council of Community Mental Health Centers.
- (B) Indiana State Medical Association.
- (C) Indiana State Chapter of the American Academy of Pediatrics.
- (D) Indiana Hospital Association.
- (E) Indiana Dental Association.
- (F) Indiana State Psychiatric Association.
- (G) Indiana State Osteopathic Association.
- (H) Indiana State Nurses Association.
- (I) Indiana State Licensed Practical Nurses Association.
- (J) Indiana State Podiatry Association.
- (K) Indiana Health Care Association.
- (L) Indiana Optometric Association.
- (M) Indiana Pharmaceutical Association.
- (N) Indiana Psychological Association.
- (O) Indiana State Chiropractic Association.
- (P) Indiana Ambulance Association.
- (Q) Indiana Association for Home Care.
- (R) Indiana Academy of Ophthalmology.
- (S) Indiana Speech and Hearing Association.
- (T) Indiana Academy of Physicians Assistants

- (2) Ten (10) members shall be appointed by the governor as follows:

- (A) One (1) member who represents agricultural interests.
- (B) One (1) member who represents business and industrial interests.

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- (C) One (1) member who represents labor interests.
  - (D) One (1) member who represents insurance interests.
  - (E) One (1) member who represents a statewide taxpayer association.
  - (F) Two (2) members who are parent advocates.
  - (G) Three (3) members who represent Indiana citizens.

(3) One (1) member shall be appointed by the president pro tempore of the senate acting in the capacity as president pro tempore of the senate to represent the senate.

- (4) One (1) member shall be appointed by the speaker of the house of representatives to represent the house of representatives.

*As added by P.L.2-1992, SEC.9. Amended by P.L.157-1995, SEC.1; P.L.158-1995, SEC.1; P.L.42-1995, SEC.24; P.L.109-1996, SEC.2; P.L.273-1999, SEC.176.*

**IC 12-15-33-4****Expiration of term; designation of successor**

Sec. 4. An appointment to the committee terminates July 1 of the year in which the appointment expires, but a member serves until the member's successor is designated.

*As added by P.L.2-1992, SEC.9.*

**IC 12-15-33-5****Term of office**

Sec. 5. An appointment to the committee is for a four (4) year term, except the representatives of the senate and house of representatives, whose terms coincide with the representative's or senator's respective legislative terms.

*As added by P.L.2-1992, SEC.9.*

**IC 12-15-33-6****Ex officio members**

Sec. 6. The following shall serve as ex officio members of the committee:

- (1) The state health commissioner or the commissioner's designee.
- (2) The director of the division of mental health and addiction or the director's designee.
- (3) The administrator of the office.

*As added by P.L.2-1992, SEC.9. Amended by P.L.215-2001, SEC.45.*

**IC 12-15-33-7****Committee secretary**

Sec. 7. The administrator of the office shall serve as secretary of the committee.

*As added by P.L.2-1992, SEC.9.*

**IC 12-15-33-8****Subcommittees**

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Sec. 8. A subcommittee may be created as the committee considers necessary. The chairman of each subcommittee must be a member of the committee.

*As added by P.L.2-1992, SEC.9.*

**IC 12-15-33-9****Meetings**

Sec. 9. The committee shall do the following:

- (1) Meet at least four (4) times each year, one (1) time in each calendar quarter.
- (2) Hold special meetings that the committee or the secretary requests.

*As added by P.L.2-1992, SEC.9.*

**IC 12-15-33-10****Travel allowance**

Sec. 10. Appointed members of the committee are entitled to receive travel allowance to and from regular or special meetings in accordance with the amounts set by and the provisions of the budget committee for state employees.

*As added by P.L.2-1992, SEC.9.*

<http://iga.in.gov/legislative/laws/2014/ic/titles/012/articles/015/chapters/033/>

# Medicaid Advisory Committee

## *Members*

**Leila Alter, D.D.S.**

*Indiana Dental Association*  
2127 16<sup>th</sup> Street  
Bedford, IN 47421  
T: (812) 277-1780  
E: [lalterdds@gmail.com](mailto:lalterdds@gmail.com)

**Representative Ron Bacon**

*House of Representatives*  
200 West Washington Street  
Indianapolis, IN 46204  
T: (317) 232-9718  
E: [h75@in.gov](mailto:h75@in.gov)

**Dr. Michael J. Baker**

*Indiana State Podiatry Association*  
161B Washington Pointe Drive  
Indianapolis, IN 46229  
T: (317) 898-6624  
E: [bakerfoot@sbcglobal.net](mailto:bakerfoot@sbcglobal.net)

**Matthew Brooks (Chair)**

*Indiana Council of Community Mental Health Centers*  
101 West Ohio Street, Suite 610  
Indianapolis, IN 46204  
T: (317) 684-3684  
E: [mbrooks@iccmhc.org](mailto:mbrooks@iccmhc.org)

**Zachary I. Cattell**

*Indiana Health Care Association*  
1 North Capitol, Suite 100  
Indianapolis, IN 46204  
T: (317) 616-9001  
E: [zcattell@ihca.org](mailto:zcattell@ihca.org)

**Michael Colby**

*Indiana Citizen Representative*  
7105 Koldyke Drive  
Fishers, IN 46038  
T: (317) 598-9376  
E: [judyandmike@colby.net](mailto:judyandmike@colby.net)

**Terry Cole**

*Indiana Hospital Association*  
500 North Meridian St. Ste 250  
Indianapolis, IN 46204  
E: [tcollection@ihaconnect.org](mailto:tcollection@ihaconnect.org)

**Ted Danielson**

*Indiana State Department of Health*  
2 N. Meridian Street  
Indianapolis, IN 46204  
T: (317) 233-7400  
E: [tdanielson@issdh.in.gov](mailto:tdanielson@issdh.in.gov)

**Ryan Goodwin**

*Indiana Citizens Representative*  
1464 S State Rd 135,  
Greenwood, IN 46143  
T: (317) 889-1000  
E: [Ryan@ryanGoodwin.org](mailto:Ryan@ryanGoodwin.org)

**Brian Hart, M.D.**

*Indiana State Psychiatric Association*  
850 North Meridian Street  
Indianapolis, IN 46204  
T: (317) 880-2444  
E: [brhart@umail.iu.edu](mailto:brhart@umail.iu.edu)

**Herb Hunter, Pharm.D.**

*Indiana Pharmacists Alliance*  
321 Mitchell Avenue  
Batesville, Indiana 47006  
T: (812) 933-5286  
E: [herb.hunter@mmch.org](mailto:herb.hunter@mmch.org)

**Rodney King, LPN, BS**

*Indiana State Licensed Practical Nurse Association*  
1514 Burton Court  
Anderson, IN 46013  
T: 765-631-2131  
E: [rdking\\_rking@yahoo.com](mailto:rdking_rking@yahoo.com)

**Jason Kolkmeier**

*Indiana Academy of Physicians Assistants*  
Major Hospital  
150 W Washington St  
Shelbyville, IN 46176  
E: [Jkolkmeier@majorhospital.org](mailto:Jkolkmeier@majorhospital.org)

**Barbara McNutt**

*Indiana Optometric Association*  
251 N. Illinois Street, Suite 980  
Indianapolis, IN 46204  
T: (317) 237-3560  
E: [bmcnutt@ioa.org](mailto:bmcnutt@ioa.org)

**Blayne Miley, Dir.**  
*Indiana State Nurse Association*  
2915 N. High School Rd.  
Indianapolis, IN 46224-2969  
T: (317) 299-4575  
E: [bmiley@IndianaNurses.org](mailto:bmiley@IndianaNurses.org)

**Kevin Moore**  
*Division of Mental Health and Addiction*  
402 West Washington Street  
Indianapolis, In 46203-2739  
T: (317) 2327860  
E: [Kevin.moore@fssa.in.gov](mailto:Kevin.moore@fssa.in.gov)

**Sandy Miller**  
*Indiana State Medical Association*  
322 Canal Walk  
Indianapolis, IN 46202  
E: [Smiller@ismanet.org](mailto:Smiller@ismanet.org)

**Michael Phelps**  
*Indiana State Chiropractic Association*  
690 E. Morgan Street  
Martinsville, IN 46151-2105  
T: (765) 342-2208  
E: [mikephelps55@att.net](mailto:mikephelps55@att.net)

**Evan Reinhardt**  
*Indiana Association for Home and Hospice Care*  
Executive Director  
6320 Rucker Road, Suite G  
Indianapolis, IN 46220  
T: (317) 775-6675  
E: [evan@iahhc.org](mailto:evan@iahhc.org)

**Mark Scherer**  
*Indiana Speech-Language-Hearing Association*  
3125 Dandy Trail, Suite 110 Indianapolis, IN 46214E:  
[mscherer@thelobbyfirm.com](mailto:mscherer@thelobbyfirm.com)

**Nancy Swigonski, MD**  
*Indiana State Chapter of the American Academy of Pediatrics*  
101 W 10<sup>th</sup> Street  
Seymour, IN 47274  
T: (317) 639-6671  
E: [nswigons@iupui.edu](mailto:nswigons@iupui.edu)

**Allison Taylor**  
*Office of Medicaid Policy & Plannign*  
402 West Washington Street  
Indianapolis, In 46203-2739  
T: (317) 2327860  
E: [Allison.Taylor@fssa.in.gov](mailto:Allison.Taylor@fssa.in.gov)

**Jon Thompson**  
*Indiana Psychological Association*  
8819 Anchor Bay Court,  
Indianapolis, IN 46236  
T: 317-238-0547  
E: [jcthompl@stvincent.org](mailto:jcthompl@stvincent.org)

**Jennifer Walthall, MD**  
*Indiana Family and Social Services Secretary*  
402 W Washington St.  
Indianapolis, IN 46204  
T: (317) 233-4690

**Erin Wernert**  
*Indiana Osteopathic Association*  
3200 Cold Springs Road, Evans Center, Suite 107  
Indianapolis, IN 46222  
T: (317) 926-3009  
E: [ewernert@inosteo.org](mailto:ewernert@inosteo.org)

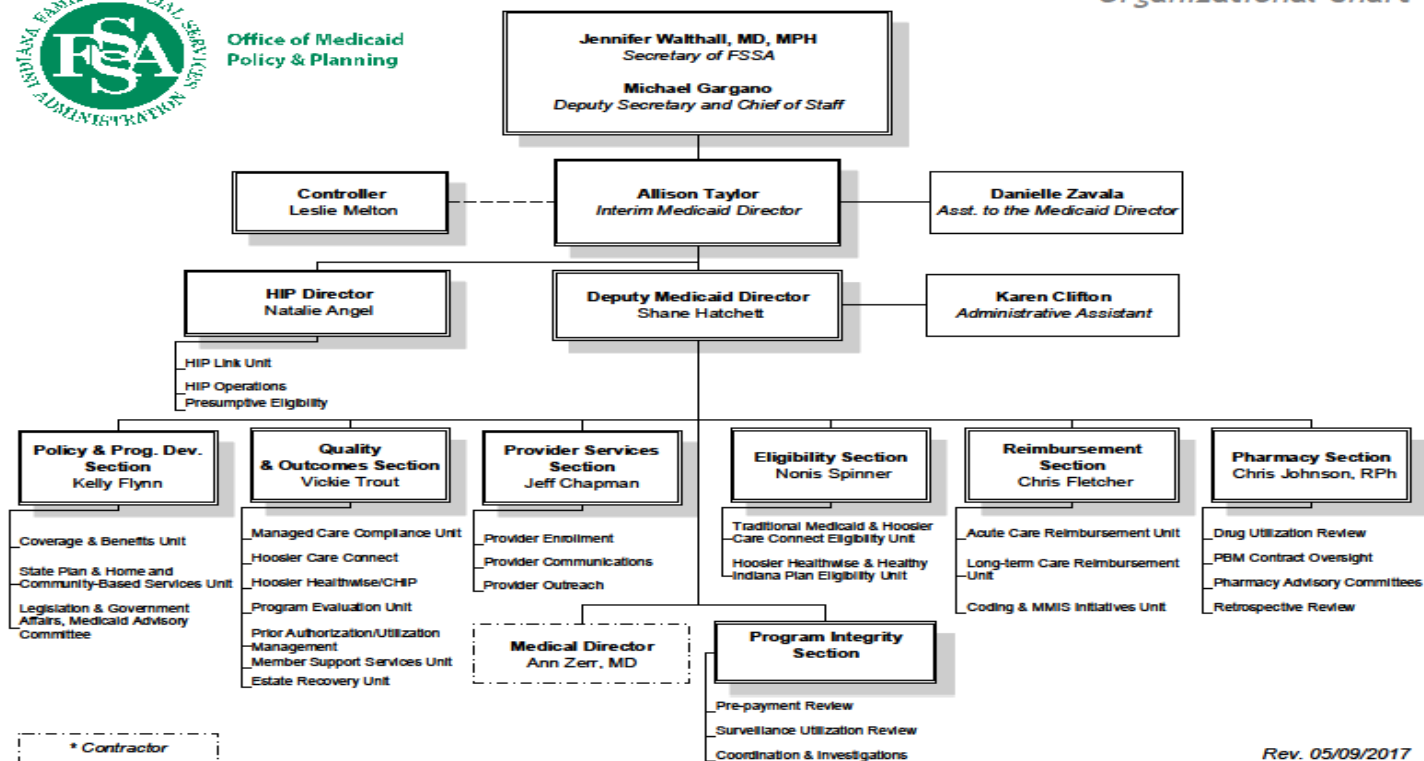
**Kimberly Williams**  
*Indiana Academy of Ophthalmology*  
One American Square, Suite 2450  
Indianapolis, IN 46282  
T: (317) 577-3062  
E: [kwilliams@thecorydongroup.com](mailto:kwilliams@thecorydongroup.com)





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Policy & Planning**

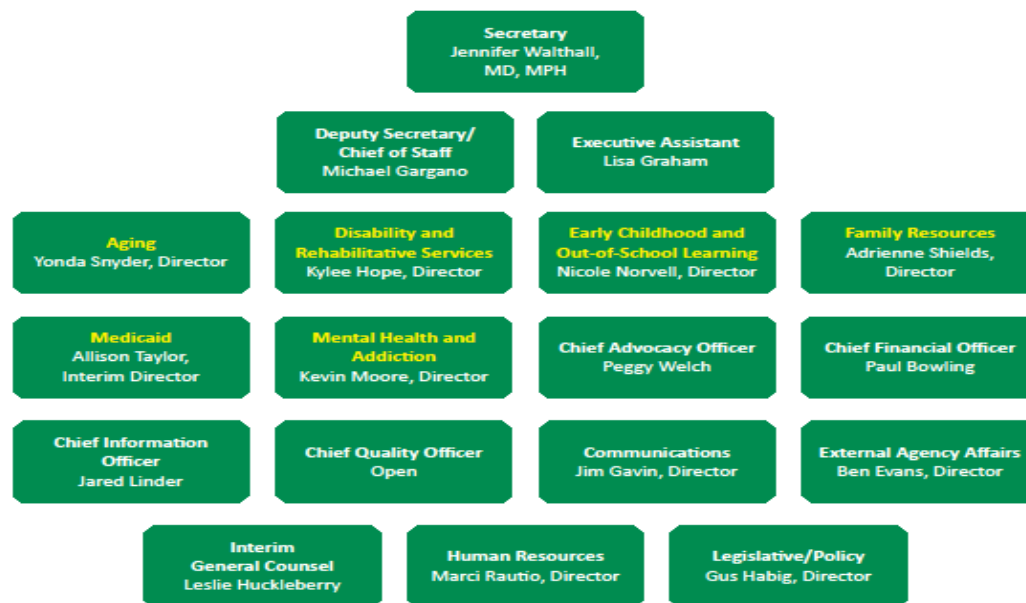
*Organizational Chart*



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## FSSA Organizational Chart





Eric Holcomb, Governor  
State of Indiana

*Office of Medicaid Policy and Planning*  
MS 07, 402 W. WASHINGTON STREET, ROOM W374 MS 07  
INDIANAPOLIS, IN 46204-2739

## Medicaid Advisory Committee

### *2017 Meeting Dates*

*Statute requires quarterly meetings or as the chair or Medicaid Director request. Agenda items are required 2 weeks before a meeting and the final agenda will be distributed the Friday before a meeting date.*

**February 24** — 1:00pm-3:00pm

*IGCS Conference Room C*

**May 25** — 10:00am-12:00pm

*IGCS Conference Room C*

**August 24** — 1:00pm-3:00pm

*IGCS Conference Room C*

**November 16** — 10:00am-12:00pm

*IGCS Conference Room C*

